

## **Insurance Division Administration Internship**

### **Program Description:**

The Tennessee Department of Commerce and Insurance (TDCI) Internship Program is designed to offer undergraduate and graduate students the opportunity to gain work experience in the area of insurance regulation. This will be a paid internship in which interns are given the opportunity to learn about the development and implementation of Tennessee's insurance policy and legislation. This internship's main focus will be researching legislation and regulations; learning the consumer complaint and agent licensing processes; and developing familiarity with insurance company analysis and examination processes. In addition to their day-to-day assignments, interns will have the opportunity to network and establish relationships within Tennessee's insurance industry that may assist with maximizing their career goals.

### **Program Qualifications:**

TDCI seeks interns with strong analytical and critical thinking skills who are proficient in writing. Candidates should be familiar with the Microsoft Office Suite Software and internet research techniques.

### **Duration of Assignment:**

Internships have a duration of around three months; availability of 20 hours per week preferred.

### **How to Apply:**

**Send resume, most recent transcripts, two letters of recommendation and letter of intent to [Kimberly.Mantlo@tn.gov](mailto:Kimberly.Mantlo@tn.gov) with the title of the internship in the subject line.**

The Tennessee Department of Commerce and Insurance is an Equal Opportunity Employer.